

# NOTICE

## DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION

3420.1

3/15/90

Cancellation

Date: 3/15/91

**SUBJ: FIELD LOGISTICS PERSONNEL TRAINING PROGRAM**

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1. PURPOSE. This Notice provides interim program direction and procedural guidance to the established Field Logistics Personnel Training Program. Designed to ensure full position performance by field logistics personnel, the program also provides the basis for enhancing the employee's opportunities for career progression. Full position performance upgrade to the Logistics Management Specialist (LMS) position during FY-90 will be predicated upon the successful completion of unique requirements. These requirements, and the circumstances making them necessary, are outlined in this notice.

2. DISTRIBUTION. This notice is distributed in FAA headquarters to the branch level in the Systems Maintenance, and Logistics Services; to the branch level in Regional Logistics, and Airway Facilities Division; and to the FAA Depot.

3. BACKGROUND.

a. Full position performance upgrade to the Logistics Management Specialist (LMS) position requires the successful completion of FAA Academy courses 07014, Operations and Supply Support, and 07015, Materiel Management. These courses provide information inherent to FAA operations and, therefore, are not available through any other Government or commercial sources. Additionally, FAA Academy course 07038, Field Supply Operations, has been included in the FAA Academy's FY-90 Logistics Training Schedule. This course is designed for the LMS to gain the instructional knowledge and methodology to train sector personnel not otherwise involved in daily supply operations in current and proper agency supply procedures. Prior to conducting this training for sector personnel, the LMS must complete FAA Academy courses 07014 and 07015. Successful completion of FAA Academy course 07009, Field Logistics Management, may be substituted for ONE of these requirements. Additionally, prior to conducting this training for sector personnel, the LMS must also complete FAA Academy course 10501, Facility Instructor

Training. Successful completion of FAA Academy course 10520, Academy Instructor Training (Basic), may be substituted for this requirement.

b. In August 1988, the FAA Academy, in conjunction with the Logistics Service, initiated an extensive in-house revalidation effort. This project was designed to identify subject materiel within the 07014 and 07015 courses requiring revisions as a result of the development, enhancement, or abandonment of agency policies, procedures, programs, or systems.

c. As a direct result of the revalidation effort, and extensive discussions between the Airports and Logistics Branch (AAC-961) and the Logistics Service, a determination was made to withdraw 07014 and 07015 from the FY-90 schedule of courses offered by the FAA Academy. This decision was made to allow Academy and Logistics Service personnel the time necessary to completely redesign the materials offered in these courses and develop a "modular" methodology of instruction.

4. OBJECTIVE. The Logistics Service must provide interim guidance to allow full position performance upgrade for field logistics personnel during the FY-90 restructuring of these mandatory logistics courses. Again, FAA Academy courses 07014 and 07015 WILL NOT be offered during FY-90.

5. DISCUSSION. The upgraded Logistics Management Specialist will be required to attend the restructured FAA Academy logistics courses (or their subsequent replacements if the course numbers and/or titles also change as a result of this restructuring effort) if this requirement has not been met previously. This attendance requirement must be completed within 18 months after the initial FAA Academy offering of these restructured logistics courses. It will be recommended that all logistics management specialists attend these restructured courses to become more current in agency supply policies and procedures.

6. ACTION. During the FY-90 restructuring of these two FAA Academy logistics courses, full performance upgrade to the Logistics Management Specialist position may be authorized, as follows:

a. Upon successful completion of FAA Academy course 07009, Field Logistics Management; and

b. Upon successful completion of FAA Academy course 07038, Field Supply Operations; and,

c. Upon successful completion of all remaining requirements as outlined in appendix 1 of Order FAA 3420.1, Field Logistics Personnel Training Program.

  
Carolyn Blum  
Director, Logistics Service